

# How to upload documents

to confirm your income or other information

## Before you start



Make sure the documents you're going to upload are located on your computer.



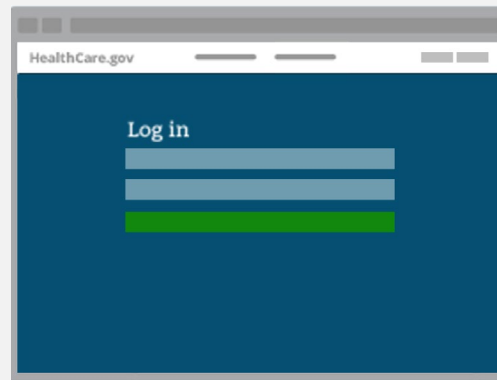
Be sure they follow .....



Find out [which documents you can submit](#). 

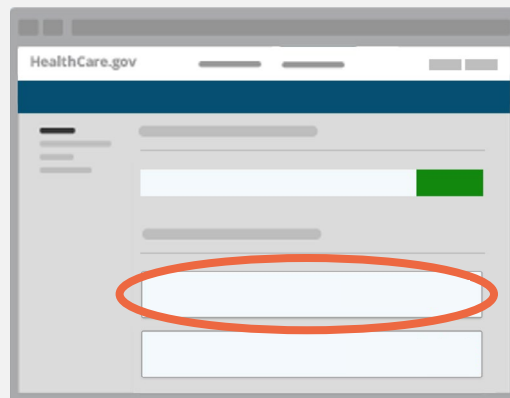
**HealthCare.gov**

## STEP 1



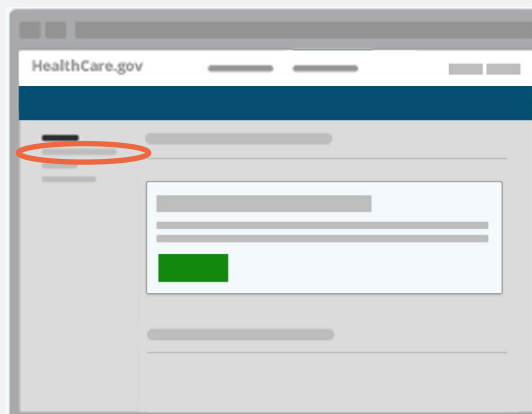
Log into your Marketplace account.

## STEP 2



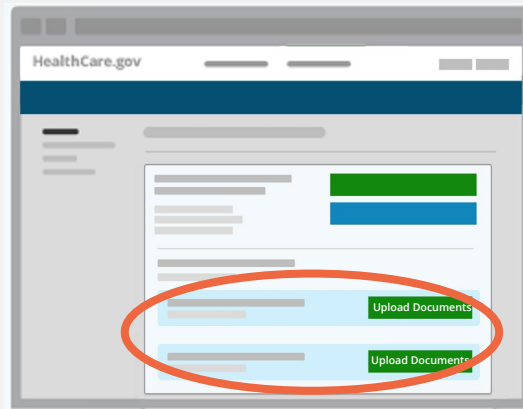
Under **Your Existing Applications**, select the application with the data matching issue. Be sure the application ID number matches the one in your notice.

## STEP 3



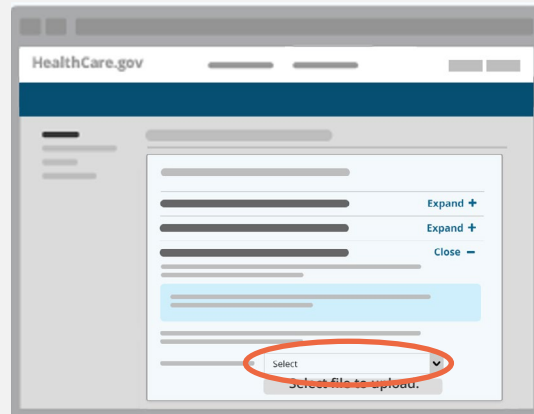
Click **Application Details** in the menu on the left side.

## STEP 4



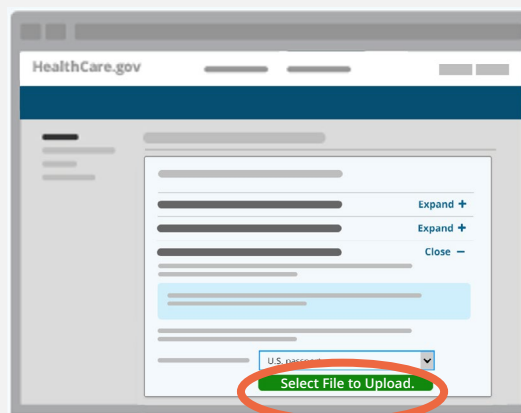
For each issue, select the green **Upload Documents** (or **Upload More Documents**) button.

## STEP 5



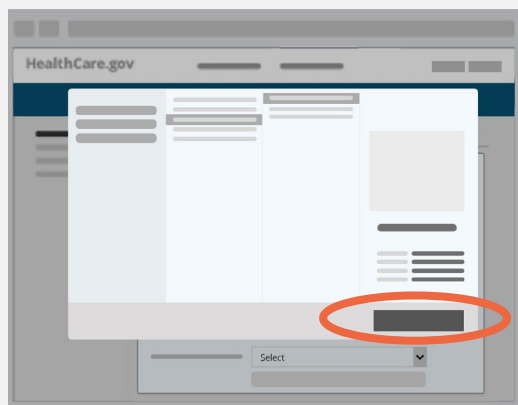
Choose a document type from the drop-down menu.

## STEP 6



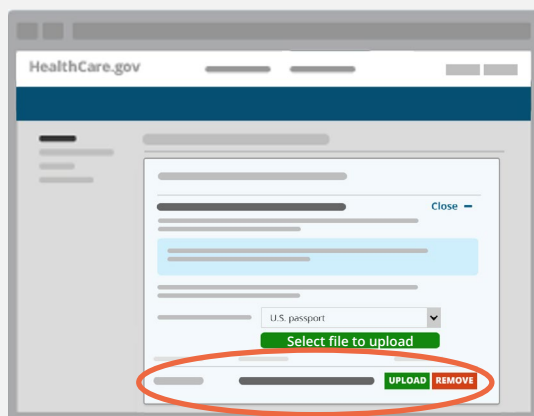
Click **Select File to Upload**.

## STEP 7



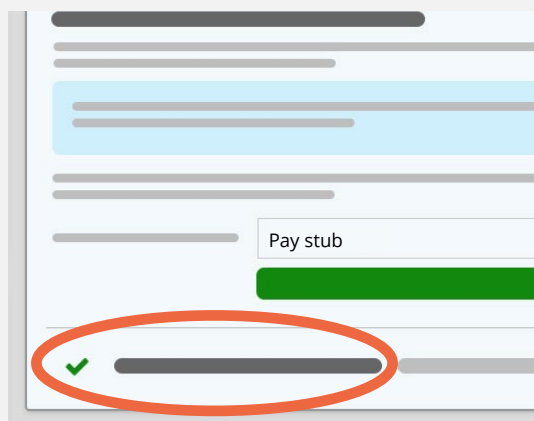
Locate and select the document on your computer.

## STEP 8




Click **Upload**.

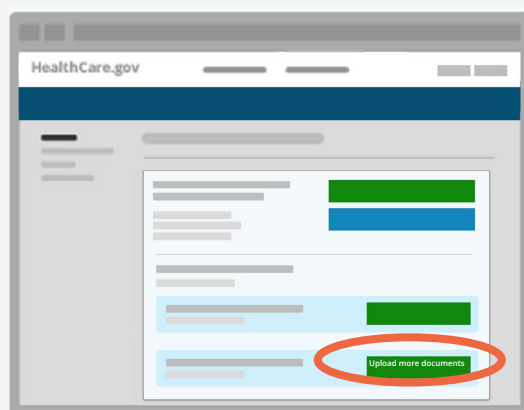
## STEP 9



When the upload is successful, a green checkmark appears to the left. To upload more files for the same issue, repeat steps 5 - 9 for each one.

Upload failed? Check document format and size, then try again. If that doesn't work, [see how to mail documents](#). 

## STEP 10



If you have other data matching issues, repeat steps 4 - 9 for each one. When done, you can log out.

Learn what happens after you upload and [get more answers about confirming your information.](#)